



# Moving In Guidelines



**COLLEGIATE**

*West Gate*



# Welcome

*Hello. Welcome to Collegiate West Gate for the 2019-20 academic year.*

We are really looking forward to welcoming you to Collegiate West Gate in a few weeks, and just to ensure you have all the information you need before you move in, we have put together some helpful guidelines.

Move in weekend at Collegiate West Gate is scheduled for the 7th and 8th of September, and staff members from Collegiate will be available to issue keys and show you to your new home from 9am – 5:30pm.

Don't worry if you are not able to move in on the dedicated 'move in weekend', you can still pick up your keys Monday to Friday 9am – 5pm. Please just contact the helpful on-site team to make an appointment to collect your keys.

Please ensure you bring some photo ID with you when you arrive (a passport or driving licence will be perfect).

# Travelling

If you need advice on how to get to your accommodation, or help with the closest car park then please contact [westgate@collegiate-ac.com](mailto:westgate@collegiate-ac.com) and the accommodation team will be able to help.

## *Car parking*

There is no parking available at Collegiate West Gate. Please park up and unload. Once unloaded please move the vehicle to a nearby parking space to allow the next students to unload.

We recommend that you park and then come to reception to check-in and collect your keys before bringing your luggage.

### **Cathedral & Quay Car Park**

Lower Coombe Street, EX1 1DE

### **Magdalen Street Car Park**

Magdalen Street, EX2 4HZ

### **Mary Arches Street Car Park**

Mary Arches Street, EX4 3AZ

## *Local accommodation*

If you are arriving at Collegiate West Gate outside of office opening hours there are a number of local accommodation options available to you. A few options to consider are:

### **Holiday Inn Express**

Tudor Street,  
Exeter,  
EX4 3FL  
0871 902 1590

### **Hotel Du Vin**

Magdalen Street  
Exeter, EX2 4HY  
01392 790 120

### **Mercure Exeter South Gate Hotel**

Southernhay East  
Exeter, EX1 1QF  
01392 412 812

### **White Hart**

66 South Street  
Exeter  
EX1 1EE  
01392 279 897

### **Premier Inn Exeter City Centre**

2 Southernhay Gardens  
Exeter, EX1 1SG  
0871 527 9570





Holiday Inn Express	🚶 1 minute
White Hart Hotel	🚶 5 minutes
Mercure Exeter South Gate Hotel	🚶 7 minutes
Hotel Du Vin & Bistro	🚶 8 minutes
Premier Inn Exeter City Centre	🚶 9 minutes





# Moving in requirements

Please ensure that, before you move in, you have completed the following:

- Paid your £250 deposit
- Paid your first rental instalment, or full rent if applicable. These are both due on the 18th August. Please be aware, no keys will be issued to you if rent has not been paid.
- Provided 1 x photo ID and 1 x proof of address, for yourself and your guarantor if applicable. 2 x passport photos and 1 x proof of student status.

If you have not done this prior to move in, you **MUST** bring all these with you on the day of your arrival. Without complete documentation, you will not be able to move in.

**Absolutely no keys will be issued if a resident has not completed any of the above requirements.**

**PLEASE ALSO BE AWARE WE ARE UNABLE TO ACCEPT ANY CASH PAYMENTS**

## What to bring

What to bring to help you settle into your new home:

Bedroom	Kitchen	Bathroom
Mattress cover*	Pots and pans	Towels
Duvet and duvet cover*	Cutlery	Toilet roll
Sheets*	Plates and bowls	Soap and toiletries
Pillow and pillow cases	Cups and drinking glasses	
Photos of family and friends	Cleaning products	
* Please ask the accommodation team if you are unsure of sizes	Food to keep you going	
	Kettle & toaster	

When you need your own space to work or claim a moment of calm, your private apartment has it all.

Every room is bright, luxuriously fitted and finished to exacting standards. 24/7 broadband and Wi-Fi keeps you connected and our accommodation teams are always on hand. There's also superior security with CCTV and secure door entry for ultimate peace of mind.

# Why not order from the Collegiate Collections, or book a Cleaning Service?

We know that being a student means that there's a lot going on and a lot to organise. This is doubly true if you're coming from overseas. So Collegiate now offers some solutions to make settling into your home a little easier.

You can choose one of our collections that cater for your exact requirement, from The Kitchen Collection which contains all the kitchen essentials through to The Luxury Collection which was curated for the ultimate in superior living.

You don't even have to worry about unpacking it all. We will have it all made up and ready for your arrival so you can enjoy the Collegiate way of living from the moment you walk through your door.

We can also provide comprehensive cleaning services, from an ad hoc clean to a regular weekly service and everything in between.

For more information on what's included in our lifestyle packs, please visit the **Collegiate website**.

## If you need us

If you have any further queries please do not hesitate to contact us - you can send us an email at **westgate@collegiate-ac.com** or visit us at **www.collegiate-ac.com** or call 01392 231 052.

Don't forget to 'like' our Facebook page as we will be posting lots of information on moving in and life at Collegiate West Gate on there too **www.facebook.com/CollegiateWestGate**





**Boutique** Collection



**Collegiate West Gate**

Frog Street, Exeter, EX1 1FE

Telephone: 01392 231 052

Email: [westgate@collegiate-ac.com](mailto:westgate@collegiate-ac.com)

[www.collegiate-ac.com](http://www.collegiate-ac.com)

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**Out-of-hours emergency Contact: 03333 214 064**



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